

## STUDENT CONTRACT LANDING PAGE

### About the contractual relationship between you and the College

This page contains details of the contractual relationship which exists between you and Imperial College London in relation to your studies.

When you accept the offer of a place at the College, you and the College enter into a contract. Our contractual relationship is governed by the body of rules, regulations, policies and procedures (as may be updated from time to time) which can be accessed from this page.

Please read this information carefully, particularly those parts which are relevant to your studies.

### Who should read this page

Prospective students should read this page to understand the terms which apply to our application process and, separately, the terms which will apply should you accept your offer and enrol as a student at the College.

Current students should read this page to understand the terms which apply to their studies. This page contains information which applies to undergraduates and postgraduates.

Some of the information on this page will not apply to other types of students who have been informed of other terms and conditions that apply specifically to them, including students on our [summer schools](#) and [visiting students](#).

### About the College

Imperial College of Science, Technology and Medicine is an independent corporation whose legal status derives from a Royal Charter with Royal Charter number RC000231 and charity number X2361. Our principal office is at The Faculty Building, Exhibition Road, South Kensington, London SW7 2AZ. Our VAT number is GB 649 9266 78 and our EORI number is GB 649 9266 78 000. Our UKPRN is 10003270. On this page we refer to ourselves as **The College**.

### Admissions

Information on the how the College will handle your application and our admission policies and procedures (including details of our deferment policy and on your right to cancel) is available here:

<http://www.imperial.ac.uk/students/terms-and-conditions/admissions/>

Please also see the provisions in relation to admission in the Regulations for Taught Programmes of Study (also known as “Single Set of Taught Academic Regulations”) referred to under “Student regulations.”

You become a student when you accept our offer, meet any conditions attached to it, and register at the start of your course. There may be limited circumstances where our offer can be withdrawn by us after it has been accepted; we will let you know if this happens.

### Registration

You are required to complete our registration process at the start of each academic year of your course.

Information on registration is available here: <https://www.imperial.ac.uk/students/new-students/undergraduates/before-you-arrive/registration/>

Please also see the provisions in relation to registration in the Regulations for Taught Programmes of Study (also known as “Single Set of Taught Academic Regulations”) or other relevant regulations which apply to your course of study, referred to under “Student regulations”.

## **Your course**

For on-campus taught courses, due to increased investment in the delivery of teaching as a result of the COVID-19 pandemic, you can expect an on-campus teaching experience which makes the fullest use of our facilities, while also offering the latest innovations in digital technology. Our National Student Survey results of recent years have demonstrated student satisfaction with the diverse formats in which we offer our teaching. The College takes a cutting-edge, evidence-based approach and strives to provide variety in your teaching format. This may give rise to more variety in your teaching format than originally shown.

To find out more about teaching delivery, see further information about your department and your degree course on departmental webpages.

## **Student regulations**

Our student regulations describe the academic rules by which the College manages and awards degrees, including the requirements you must meet to complete your degree, comprising:

- our Regulations for Students, which contain the general rules you must comply with as a student. These apply to all students. The 2022-23 academic year Regulations for Students are available here:

[https://www.imperial.ac.uk/media/imperial-college/administration-and-support-services/registry/academic-governance/public/regulations/2022x2f23/Regulations\\_for\\_Students\\_2022\\_23.pdf](https://www.imperial.ac.uk/media/imperial-college/administration-and-support-services/registry/academic-governance/public/regulations/2022x2f23/Regulations_for_Students_2022_23.pdf)A link to the Regulations for Students for the 2023-24 academic year will be published on this website as soon as they become available.

- the regulations which apply to your course of study, which will depend on your year of entry and the type of course:

<http://www.imperial.ac.uk/about/governance/academic-governance/regulations/>

- the specific rules which safeguard the integrity of our exams and assessments, including rules on plagiarism and cheating:

<https://www.imperial.ac.uk/about/governance/academic-governance/academic-policy/exams-and-assessment/>

and also:

<http://www.imperial.ac.uk/student-records-and-data/for-current-students/undergraduate-and-taught-postgraduate/exams-assessments-and-regulations/>

- the specific rules which apply if you wish to withdraw, interrupt your studies or transfer to a different course:

<http://www.imperial.ac.uk/student-records-and-data/for-current-students/undergraduate-and-taught-postgraduate/changes-to-registration-status/>

- and such other regulations as the College may from time to time approve.

### **Student conduct and discipline**

You must comply with the College's rules and procedures governing your conduct and behaviour. These are set out in the College's Ordinances and in particular in Ordinance E2, Student Disciplinary Procedure, which includes a non-exhaustive list of examples of misconduct.

<https://www.imperial.ac.uk/admin-services/secretariat/college-governance/charters/ordinances/>

The College has approved a Student Code of Conduct which has been drawn from the information on behaviour previously set out in the Student Disciplinary Procedure. This will be published in due course. Further information on conduct and discipline can be found at [Complaints, appeals and discipline | About | Imperial College London](#).

The College's Regulations for Students contain additional rules which apply to all students.

[https://www.imperial.ac.uk/media/imperial-college/administration-and-support-services/registry/academic-governance/public/regulations/2022x2f23/Regulations\\_for\\_Students\\_2022\\_23.pdf](https://www.imperial.ac.uk/media/imperial-college/administration-and-support-services/registry/academic-governance/public/regulations/2022x2f23/Regulations_for_Students_2022_23.pdf) A link to the Regulations for Students for the 2023-24 academic year will be published on this website as soon as they become available.

You must also comply with the other rules and instructions we give you and the rules which apply in specific circumstances. These include your obligations under our:

- Information Security Policy, IT Acceptable Use policy and policy on monitoring electronic communications:

<https://www.imperial.ac.uk/admin-services/secretariat/college-governance/charters/policies-regulations-and-codes-of-practice/information-security-/policy/>

- Student Alcohol and Substance Misuse Policy:

<https://www.imperial.ac.uk/media/imperial-college/current-students/public/Student-Alcohol-and-Substance-misuse-policy.pdf>

- Library Regulations:

<https://www.imperial.ac.uk/admin-services/library/use-the-library/regulations-and-policies/library-regulations/>

- policy and procedures for ensuring the health and safety of all persons who may be affected by our activities across all campus locations:

<https://www.imperial.ac.uk/safety/>

- procedures for courses which also lead to professional qualifications, for example the MBBS/BSc Medicine. In such cases, you will also need to comply with the rules of the relevant professional or regulatory body. We may need to disclose information about your studies to those third parties. In addition, we are required to ensure that medical students are fit to practise medicine. Further information on our 'Fitness to Practice' procedure is available here:

<https://www.imperial.ac.uk/admin-services/secretariat/college-governance/charters/policies-regulations-and-codes-of-practice/fitness-to-practise/>

- course and department-specific rules and regulations. Please speak to your Departmental contact if you have any questions about these.

Information on returning or planning to return to the College after serving a custodial sentence is available here:

- [Policy-on-the-Admission-Registration-and-Enrolment-of-Ex-Offenders-2023.pdf \(imperial.ac.uk\)](#)

### **Tuition fees**

You must pay the tuition fees and additional charges which are due for your course. The fees you pay will depend on your fee status. Information about our fees and additional charges, our payment terms, and how we manage non-payment is available here:

<https://www.imperial.ac.uk/students/terms-and-conditions/tuition-fees/>

### **Scholarships and bursaries**

You may be eligible for scholarship, bursary or other funding to support your studies at the College. Funding may be withdrawn in accordance with (or by reference to) the terms upon which such funding has been made.

Information about the rules that apply if you would like to apply for scholarship, bursary, or other funding from the College (including our funding terms and conditions) is available here:

<https://www.imperial.ac.uk/students/terms-and-conditions/scholarships-and-bursaries/>

### **Accommodation**

If you live in College accommodation, this will be provided on the basis of a separate accommodation licence. You must comply with the terms and conditions of the accommodation licence you enter into with the College for the relevant academic year. Information on the College's accommodation licence is available here:

<https://www.imperial.ac.uk/students/terms-and-conditions/accommodation-contract/>

### **International students, visas and ATAS**

You must have the right to enter, live and study in the United Kingdom and, where required, provide us with information that we consider to be satisfactory so that we can verify this. If

applicable, you must have a valid visa and Academic Technology Approval Scheme (ATAS) certificate for the duration of your course. From time to time we may ask you to provide us with information that we consider to be satisfactory so that we can verify your identity and the source of funds you are using to pay the fees. You must provide the College with the information and documentation we ask for.

If we sponsor your visa, you must comply with the responsibilities and restrictions attached to it.

We are not liable for any cost that may be incurred by you to comply with immigration and course of study regulatory requirements.

In order to comply with our responsibilities as a licensed Student Sponsor, we may need to provide information relating to you to the Home Office (regardless of whether we sponsor your visa), including information on your immigration status, attendance, and any changes in your circumstances.

<https://www.imperial.ac.uk/study/international-students/>

## **Complaints and Appeals**

If you wish to complain about your application to study at the College, you should refer to our Procedure for Dealing with Complaints by Applicants.

If you wish to complain about your experience as a student at the College, you should refer to our Student Complaints Procedure.

If you wish to appeal against decisions made by the Board of Examiners in respect of your examination, decisions about mitigating circumstances or other academic matters, such appeals are governed by our Student Regulations and associated policies and procedures.

For details of the procedures referred to above, please see:

<https://www.imperial.ac.uk/about/governance/academic-governance/academic-policy/complaints-appeals-and-discipline/>

Appeals against penalties imposed under our Student Disciplinary Procedure are dealt with in accordance with that procedure:

<https://www.imperial.ac.uk/admin-services/secretariat/college-governance/charters/ordinances/students/>

## **Student support**

Information for students who may be disabled or who may have a specific learning difficulty, including the adjustments and support we offer, is available from our Disability Advisory Service.

<https://www.imperial.ac.uk/disability-advisory-service/>

The College has a Student Counselling and Mental Health Advice Service which is available to all students.

<https://www.imperial.ac.uk/counselling/>

Information on all of the support we offer is available on our Student Support Zone.

<https://www.imperial.ac.uk/student-support-zone/>

Advice and support on a wide range of issues is also available from Imperial College Union.

<https://www.imperialcollegeunion.org/advice>

Information on what you should do if you are concerned about the wellbeing of members of the College who may be vulnerable to radicalisation is available here:

<https://www.imperial.ac.uk/admin-services/secretariat/secretariat/what-we-do/prevent/>

### **Student Protection Plan**

Our Student Protection Plain sets out what students can expect to happen should a course, campus, or institution close.

<https://www.imperial.ac.uk/students/terms-and-conditions/student-protection-plan/>

### **Changes to our courses and to the information on this page**

There may be circumstances in which we may need to make changes to our courses. Our approach to changes to courses is set out here:

<https://www.imperial.ac.uk/study/apply/course-changes/>

The body of rules, regulations, policies and procedures which regulate our relationship may change from time to time. In particular, our student regulations are reviewed, updated and published prior to the start of each academic year (and are available in pdf format for you to download). Where practicable, we will give you notice of any planned changes that we regard as significant. Please re-visit this page to find the most up-to-date versions of the information set out and referred to here.

### **Your personal information**

Information on how the College uses your personal data and rights is available in our privacy notices. Please see in particular our Privacy Notice for Students and Prospective Students, which is available here:

<https://www.imperial.ac.uk/media/imperial-college/administration-and-support-services/registry/academic-governance/public/academic-policy/admissions/Privacy-Notice-for-Students-and-Prospective-Students.pdf> More general information on data protection at the College is available here:

<https://www.imperial.ac.uk/data-protection> You must ensure that all of the information which you provide to the College is true, accurate, complete, and not misleading.

### **Intellectual Property**

Generally speaking you will own the intellectual property generated in the course of your studies. However, there are several exceptions to this. Our Intellectual Property Policy and associated guidance is available here:

<https://www.imperial.ac.uk/media/imperial-college/research-and-innovation/research-office/public/Intellectual-Property-Policy-ROP-07-Public-Access.pdf>

[Student IP guidance](#)

## **Insurance**

The College maintains Employers' Liability and Public Liability insurance policies. We strongly recommend you make arrangements for insurance to cover loss or damage to your personal possessions and, if you are not eligible for free treatment on the NHS, health insurance for your time in the UK. Further information in the insurance maintained by the College is available here:

<http://www.imperial.ac.uk/finance/financial-services/insurance/>

## **Surprising or unusual terms – please read carefully**

Whilst each student comes to the College with different expectations of life at university, there are some aspects of the way we operate that may be surprising or unusual compared to other universities in the UK, as follows:

- the student regulations which apply to you will vary according to your year of entry and type of course – see the 'student regulations' section above;
- as a research-led institution, some flexibility is inherent to the learning experience the College offers. In most cases, prospective students will have applied to the College well in advance of the start of the course, and our courses run over several years. It is not desirable and can be very difficult to fix all aspects of course delivery so far in advance. In addition, one of the features of life at the College is that our courses are designed to be dynamic and responsive; our academics are encouraged to deliver courses in a manner which reflects their individual style and expertise, consistent with offering a world-leading education.

## **Termination - bringing our contractual relationship to an end**

Our contractual relationship will come to an end in the following circumstances:

- automatically on completion of your course;
- where you voluntarily decide to withdraw;

<https://www.imperial.ac.uk/student-records-and-data/for-current-students/undergraduate-and-taught-postgraduate/changes-to-registration-status/>

- where we require you to withdraw from the College, for example:

- under our student regulations:

<http://www.imperial.ac.uk/about/governance/academic-governance/regulations/>

- under our Student Disciplinary Procedure:

<https://www.imperial.ac.uk/admin-services/secretariat/college-governance/charters/ordinances/students/>

- under our Fitness to Practise Medicine Procedures:



<https://www.imperial.ac.uk/admin-services/secretariat/college-governance/charters/policies-regulations-and-codes-of-practice/fitness-to-practise/>

- under our Academic Misconduct Procedures:

<https://www.imperial.ac.uk/media/imperial-college/administration-and-support-services/registry/academic-governance/public/academic-policy/academic-integrity/Academic-Misconduct-Policy-and-Procedure-v1.3-15.03.23.pdf>

We also reserve the right to bring our contractual relationship to an end in the following circumstances:

- if you lack or cease to have the required permission to study in the UK, or you fail to demonstrate that you have the correct immigration permission or if you fail to comply with any immigration conditions;
- if you are required to have an Academic Technology Approval Scheme (ATAS) certificate in respect of your studies or research with us but do not, or cease to, have such a certificate, or if you fail to comply with its terms.

Once our contractual relationship comes to an end, it will not affect any legal rights or obligations that either you or we have that may already have arisen, for example your obligation to pay any outstanding fees and our rules on IP. After the contractual relationship ends, you and the College will keep any rights each has under, or as a matter of, general law.

Separate rules apply to prospective students who have not yet enrolled at the College:

<https://www.imperial.ac.uk/students/terms-and-conditions/admissions>

### **Additional rules, regulations, policies and procedures**

Inevitably there will be other rules, regulations, policies and procedures which are relevant to your studies but which are not included on this page, including those which apply to particular courses, departments or specific issues.

In addition, if as part of your course you spend time at another university, business or organisation in the UK or overseas (for example as your year abroad), the rules and regulations of that body may also apply to you when you are there.

Please ask us if you have any questions about this or if you are unsure about the rules which apply in any situation.

### **Circumstances beyond our control**

Where the College is affected by an event caused by circumstances beyond our reasonable control (see below for examples) to the extent reasonably practicable in the circumstances we shall try during the continuance of the event to continue to provide educational services (including by providing them remotely if appropriate). Provided that we have acted reasonably and prudently to prevent and/or minimise the effect of the relevant event, we shall not be liable to you for delaying or failing to perform the obligations we have as part of our contractual relationship (including where parts or all of your course are cancelled, modified or delayed, or where we provide educational services remotely) if that failure or delay is caused by the relevant event. Examples include but are not limited to: acts of God, war, strikes or labour disputes, embargoes, acts of competent government or regulatory authorities, pandemic,



quarantine or widespread illness, illness of members of staff, actual, suspected or threatened act of terrorism, riot, civil disorder or any other 'force majeure' event.

### **General terms**

- The contractual relationship between you and the College is governed by English Law and either you or the College must bring legal proceedings in respect of this contractual relationship in the English courts.
- If we choose not to enforce any part of this contract relationship, or delay enforcing it, this will not affect our right to enforce the same part later (or on a separate occasion) or the rest of this contractual relationship. If we cannot enforce any part of this contractual relationship, this will not affect our right to enforce the rest of this contractual relationship.

### **Questions and contact details**

If you have any questions about this page or the contractual relationship between you and the College, please use contact details on the page in question or, if you are unsure, contact [academic.registrar@imperial.ac.uk](mailto:academic.registrar@imperial.ac.uk).